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~~S-E-C-R-E-T~~

4 December 1956

MEMORANDUM FOR: Acting Chief, Intelligence School

SUBJECT: Weekly Activities Report
28 November through 4 December 1956

I. Progress on Training Aids

A. Intelligence School, Office of the Chief
1. Compiling a Visual Aids Brochure

B. Intelligence B.3
1. OCR Photo Division display in progress

C. Language and Area Training
25X1 1. Layout and compiling [redacted] Newspaper Reader in progress
2. Eight maps to be mounted on muslin
25X1 3. [redacted] Ideographs, Volume 2, to be vari-typed for Language Training Reference Manual

D. OTR Security Officer
1. Four slogans to be lettered and framed

E. Operations School O.8
1. Organization of CIA

II. Training Aids Completed During Week

25 YEAR RE-REVIEW

A. Intelligence B.3
1. OCR Machine Division display
2. Changes in IOC chart

B. Intelligence B.20
1. Five name plates

C. Film Production Branch/OTR
1. Two license plates, two diplomatic emblems, and one sign

III. Items of Administrative Interest

25X1 Mr. [redacted] participated in functions of the Film Production Branch/TR on 3 and 4 December.

The Visual Aids Staff is currently designing and completing decorations for the OTR Christmas Party.

25X1 [redacted]
Chief, Visual Aids Group

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